

## **Fiscal Year 2020 Multipurpose Grant Work Plan – Florida Department of Health**

**Grantee:** Florida Department of Health

**Program/sub-office:** Division of Disease Control and Health Prevention, Bureau of Environmental Health

**Award amount:** \$30,463.00

**Contact:** Elke Ursin, Environmental Administrator Public Health Toxicology, Bureau of Environmental Health

**Project Period:** 1 year

### **Environmental Results**

The results of activities in this work plan align with the U.S. Environmental Protection Agency (EPA) environmental results policy and support work under the following goals from the EPA's fiscal year (FY) 18-22 Strategic Plan:

- **Goal 2: More Effective Partnerships / Objective 2.1: Enhance Shared Accountability**  
The Multipurpose Grant program partners the Florida Department of Health (FDOH) with EPA and provides flexibility to improve protection of public health and the environment.
- **Goal 1: A cleaner, healthier environment / Objective 1.2: Provide for Clean and Safe Water**  
Grant activities address multiple environmental health priorities, including the public health impact from per- and polyfluoroalkyl substances (PFAS) and other emerging contaminants, thus supporting clean and safe drinking water.

The work falls under the Water Pollution Control categorical grant program.

### **Anticipated Activities, Outputs/Deliverables and Timeframe/Schedule:**

Rising threats from emerging contaminants of concern like per- and polyfluoroalkyl substances (PFAS) and toxin releases from harmful algal blooms (HABs), are undergoing intense research to determine acute and chronic public health impacts. A common human exposure pathway for both PFAS and HAB toxins is through drinking water contaminated with PFAS and HAB toxins. Other exposure pathways include incidental ingestion and inhalation during recreational activities in or near impacted marine, estuarine and fresh water bodies.

In the drinking and recreational surface water industries there are multiple (SMEs) with diverse areas of proficiency. As knowledge of these threats advance, it is essential that multi-sector subject matter experts (SMEs) are prepared to adapt quickly to both real and perceived threats, leading to efficient response and effective communication during emerging contaminant events.

If we have real and perceived public health threats from exposure to emerging contaminants such as PFAS and HAB toxins, we can assemble multi-sector SMEs to discuss response abilities, identify gaps and design and exercise on response scenarios. This will result in improved collaboration, preparedness and response during environmental events from PFAS and HAB toxins.

The Florida Department of Health (FDOH) will (1) identify preparedness needs for emerging PFAS and HAB toxin threats with a focus on drinking water and recreational surface water and (2) develop, conduct and analyze tabletop exercises on these issues to more effectively respond to future events.

Funding from the multipurpose grant is used to:

- (1) Identify and recruit SMEs from multiple drinking and recreational surface water environmental and public health preparedness backgrounds. Recruited SMEs will be representatives from groups such as the FDOH Subject Matter Experts (FDOH-SMEs); County Health Departments (FDOH-CHDs), State Environmental/Public Health Laboratories, Florida Department of Environmental Protection, Florida Fish and Wildlife Conservation Commission, Florida Department of Agriculture and Consumer Services, Florida public and private drinking water systems, local government and non-governmental organizations. SMEs will contribute to discussions on current practices, past experiences and identified preparedness gaps and needs relating to PFAS and HAB toxins.
- (2) Conduct introductory meetings to identify roles, determine responsibilities, clarify purpose and establish goals and activities.
- (3) Conduct a workshop to discuss the current capability of Florida drinking water systems to respond effectively to real and perceived threats related to PFAS and HAB toxins. Drinking water systems include private wells, limited use wells and public drinking water systems. Workshop will include a presentation summarizing current preparedness plans for responses to PFAS, HAB toxins and other emerging threats; the development of a list of key practices and technologies currently used to reduce risks to public health as well as a determination if statewide data are available to identify which current Florida drinking water systems have these key practices and technologies.
- (4) Conduct a workshop to discuss the current capability for state and local governments to respond effectively to real and perceived emerging threats related to recreational exposure to PFAS and HAB toxins. Workshop will include existing guidelines, past experiences and best practices for preparedness and response during both real and perceived threats from emerging contaminants.
- (5) Conduct at least two tabletop exercises, one with a drinking water focus and another with a recreational water focus, using the response approach discussed during the workshops outlined in items (3) and (4) to simulate events of emerging threats.
- (6) Develop and finalize an After-Action Report-Improvement Plan (AAR-IP) that incorporates lessons learned and areas for improvement with planned timeframes to complete.

Table 1 breaks down the activities, deliverables/outputs and the timeframe/schedule for the work.

Table 1. Anticipated Activities/Outputs/Deliverables and Timeframe/Schedule

Fiscal Year 2020 Multipurpose Grant Work Plan – Florida Department of Health EPA-CDP-02 Work Plan [09/01/2021 to 8/31/2022]					
Activities	Deliverables/Outputs	Timeframe/Schedule			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
<b>Identify, recruit and conduct introductory meetings with SMEs from multiple <u>drinking water</u> and <u>recreational surface water</u> environmental and public health preparedness backgrounds</b>					
Develop contact tracking log including names, affiliations, emails, phone numbers, date of contact, willingness to participate on <b>drinking water</b> group, willingness to participate on <b>recreational surface water</b> group, additional willingness to participate on the planning team, areas of expertise and recommended additional contacts	<i>Template tracking log</i>				
Identify potential Subject Matter Experts (SMEs) from multiple environmental and public health preparedness backgrounds associated with <b>drinking water</b> and <b>recreational surface water</b>	<i>Updated tracking log with the initial list of contact names, affiliations, areas of expertise, emails and phone numbers</i>				
Recruit SMEs and maintain log of contacts including date of contact, willingness to participate on <b>drinking water</b> group, willingness to participate on <b>recreational surface water</b> group, areas of expertise and recommended additional contacts	<i>Updated tracking log including results of recruitment</i>				
Finalize SME lists and send introductory email including a final list of participants and their affiliation, contact information, areas of expertise, and on which of the two groups ( <b>drinking water</b> or <b>recreational surface water</b> ) the SME will participate	<i>Final list of SMEs; introductory email</i>				
Schedule and conduct two introductory meetings with identified SMEs: one meeting focused on <b>drinking water</b> and one meeting focused on <b>recreational surface water</b>	<i>Minutes of both meetings including identified roles, responsibilities, purpose, goals, activities, and next steps</i>				
<b>Identify contractor, develop workshop materials, schedule and conduct two workshops: (1) <u>drinking water</u> focus and (2) <u>recreational surface water</u> focus</b>					
Establish contract to facilitate workshops and tabletop exercises	<i>Executed contract</i>				
Determine logistics for workshops including location (physical, virtual or a hybrid), travel and supply needs	<i>Logistical plan</i>				
Develop materials for both workshop including agenda, presentations and handouts	<i>Final workshop materials</i>				
Conduct workshop with identified SMEs with a <b>drinking water</b> focus	<i>Workshop minutes and action items</i>				
Conduct workshop with identified SMEs with a <b>recreational surface water</b> focus	<i>Workshop minutes and action items</i>				
<b>Synthesize results from both workshops, design and conduct tabletop exercises</b>					
Synthesize results from both workshops	<i>Summary of findings</i>				
Design tabletop exercises addressing real and perceived emerging threats related to PFAS and HAB toxins for (1) <b>drinking water</b> and (2) <b>recreational surface water</b> following the Homeland Security Exercise and Evaluation Program and considering the workshop findings	<i>Outline of both exercises including objectives, the exercise scenario, the players, the format and scripts/data injects</i>				
Conduct tabletop exercise with identified SMEs with a <b>drinking water</b> focus	<i>Summary of tabletop exercise</i>				
Conduct tabletop exercise with identified SMEs with a <b>recreational surface water</b> focus	<i>Summary of tabletop exercise</i>				
<b>Draft, review, finalize and distribute After-Action Report-Improvement Plan with (1) workgroup and tabletop exercise participants (2) other interested parties and submit grant report to EPA</b>					
Draft After-Action Report-Improvement Plan considering lessons learned and areas for improvement	<i>Draft After-Action Report-Improvement Plan report</i>				
Review and Finalize After-Action Report-Improvement Plan	<i>Final After-Action Report-Improvement Plan</i>				
Develop distribution plan and disseminate After-Action Report-Improvement Plan	<i>Distribution results</i>				
Develop and submit required grant report(s) summarizing results achieved through the contribution of grant funds	<i>Grant report(s)</i>				

### Anticipated Environmental Outcomes:

Program outcomes will be in alignment with one or more of EPA's performance goals. Expected outcomes are to:

- Protect the public from environmental hazards and toxic exposures
- Support environmental public health practice
- Educate communities, partners and policy makers about environmental health risks and protective measures
- Increase risk communication performance

### Budget Narrative and Budget Justification:

#### Budget Summary

The Florida Department of Health (FDOH) proposes an overall budget of \$30,463.00 direct cost funding. FDOH has determined that the proposed budget is reasonable and consistent with the purpose, outcomes, and program strategy outlined in the workplan.

#### A-C. Salaries and Wages / Fringe and Benefits / Total Personnel Cost

Total	\$0.00
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#### D. Equipment

Total	\$0.00
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#### E. Supplies

Total	\$0.00
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#### F. Travel

Total	\$0.00
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#### G. Other Categories

Total	\$0.00
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#### H. Contractual Costs

institution of higher education in the State University System of Florida

Total	\$30,463.00
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#### I. Consultant Costs

Total	\$0.00
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#### J. Total Direct Cost

	\$30,463.00
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#### K. Total Indirect Cost

	\$0.00
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***Budget Summary***

<b>A. Salary and Wages</b>	<b>\$0.00</b>
<b>B. Fringe Benefits</b>	<b>\$0.00</b>
<b>C. Total Personnel Costs (Salaries &amp; Wages + Fringe Benefits)</b>	<b>\$0.00</b>
<b>D. Equipment</b>	<b>\$0.00</b>
<b>E. Supplies</b>	<b>\$0.00</b>
<b>F. Travel</b>	<b>\$0.00</b>
<b>G. Other Categories</b>	<b>\$0.00</b>
<b>H. Contractual Costs</b>	<b>\$30,463.00</b>
<b>I. Consultant Costs</b>	<b>\$0.00</b>
<b>J. Total Direct Cost</b>	<b>\$30,463.00</b>
<b>K. Total Indirect Cost</b>	<b>\$0.00</b>
<b>L. Total Cost (direct + indirect)</b>	<b>\$30,463.00</b>

## Budget Justification

### A. Salaries and Wages:

The Florida Department of Health does not propose a budget for salaries and wages.

### B. Fringe Benefits:

The Florida Department of Health does not propose a budget for fringe.

### C. Total Personnel Budget

The Florida Department of Health does not propose to use personnel funding.

### D. Equipment:

The Florida Department of Health does not propose a budget for Equipment.

### E. Supplies:

The Florida Department of Health does not propose a budget for supplies.

### F. Travel:

The Florida Department of Health does not propose a budget for travel.

### G. Other Expenses:

The Florida Department of Health does not propose a budget for Other Expenses.

### H. Contractual Costs:

The Florida Department of Health proposes a budget of \$30,463.00 for Contractual Costs. The contract provider is expected to be an institution of higher education in the State University System of Florida.

The method of selection is non-competitive using an existing state exemption removing the requirement

for competitive solicitation when contracting with state universities. Requests for quotes will be sent to university programs with expertise in activities related to planning and conducting preparedness and response exercises with an emphasis on environmental and public health topics. The scope of work is to host and facilitate stakeholder meetings, guide the collaborative process and provide recommendations. Contractual costs cover work associated with planning and conducting workshops, gathering and evaluating data, conducting tabletop exercises and developing an after-action report. The provider will conduct the project with management and deliverable review and approval through the Bureau of Environmental Health. A final detailed scope of work and itemized budget is required prior to contracting. Payment will be based on completed deliverables as outlined in the contract with the method of payment as fixed price, fixed fee.

I. Total Direct Costs:

The total direct budget is \$30,463.00. The Total Direct budget is the contractual total.

J. Indirect Costs:

The Florida Department of Health does not propose a budget for indirect costs.

K. Total Proposed Budget

The Florida Department of Health proposes an overall budget of \$30,463.00 in direct costs for this EPA Multipurpose Grant.